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PART-IIA

GOVERNMENT OF MEGHALAYA

NOTIFICATION

The 30th August, 2019

CHIEF MINISTER'S SPECIAL URBAN DEVELOPMENT FUND

REVISED GUIDELINES

No.UAU.118/2016/54.— Supersession of the earlier notification No.UAU.50/99/Pt/115, dated 5th November, 2009, the State Government hereby revise the guidelines of the CMSUDF, to be operational from 1st September, 2019 as below:

I. Introduction –

The Government of Meghalaya has been implementing the “Chief Minister’s Special Urban development Fund” since 2000-2001 as a component of the Special Urban Works Program, with an objective to generate wage employment and to create socially and economically useful public assets. With the experience of over 14 years of implementation, it has been felt that there is need to revisit the guidelines and accordingly, the CMSUDF guidelines are re-notified, after making comprehensive changes.

II. Nature of works to be taken up under the Chief Minister’s Special Urban Development Fund -

- i) The works to be taken up under the CHIEF MINISTER’S SPECIAL URBAN DEVELOPMENT FUND shall include construction of roads, footpaths, footbridges, drainages, culverts with hume pipes, improvement of water sources, community halls, multi-purpose buildings, provision/improvement of urban electrification, school buildings, playground, schemes such as procurement of equipment, new vehicles like mortuary vans, ambulances, school buses and oxygenated vans under the scheme. The Schemes/projects should not be highly technical in nature and the project cost be minimized either through convergence or by ensuring people’s contribution. Community participation is essential.
- ii) The works undertaken as specified above should have a large labour component so that community participation for construction of these assets will be maximized and the wages are to be based on approved rates of the Government.

III. Area of Operation –

THE CHIEF MINISTER'S SPECIAL URBAN DEVELOPMENT FUND will be applicable for the Urban/semi-Urban areas of the State as ordinary defined/notified by the Urban Affairs Department of the State.

IV. Nodal Department and Budgetary Arrangement for the Fund –

The Urban Affairs Department shall be the Nodal Department for the Chief Minister's Special Urban Development Fund. A specific provision for the Chief Minister's Special Urban Development Fund is made in the Plan Budget of the Urban Affairs Department as a special component of the Special Urban Works Programme. For this purpose Urban Affairs shall open a separate sub-head under the major heads "2217-Urban development-special Urban Works Programme etc"

V. Identification and proposal of schemes –

The schemes identified and proposed by the Communities, MLAs and/or Partner organizations should be submitted alongwith detailed plans and estimates to the Chief Minister's Secretariat. The detailed plans and estimates should be duly countersigned by the competent technical authorities. Proposals not accompanied by plans and estimates will be returned to the proposers at the initial stage itself by the Chief Minister's Secretariat. Likewise, in case where procurement of equipment is involved, quotations are necessary to be attached alongwith the proposal. Any proposal without the plans and estimates, or quotations as stated above shall be returned to the proposers by the Chief Minister's Secretariat. The works/projects identified should indicate the name and no. of the assembly constituency.

VI. Selection of Schemes –

The Schemes proposed by the MLAs and NGOs under the Chief Minister's Special Urban Development Fund shall be considered by the Chief Minister and if approved, he will indicate the amount to be sanctioned for the proposal. Upon the receipt of the directions of the Chief Minister, the Chief Minister's Secretariat will advice the Urban Affairs Department on the names of the schemes and the amounts approved. While identifying and selecting of schemes, every care will be taken to avoid duplication and to ensure that accountability of public funds is not diluted. The proposals for community halls, multi-purpose buildings, school buildings etc. should be enclosed along with the building permission from the competent authority.

VII. Scrutiny of Plans and estimates and sanction of the Schemes –

On receipt of the advice from the Chief Minister's Secretariat, the Urban Affairs Department shall utilize the service of their officers for preparation/examine the plans and estimates and the department may ensure that the construction activities to be taken up from this fund are technically sound and do not endanger life and property, and where all the conditions are satisfied the Department will then process for sanction of the scheme immediately. Thereafter, the funds shall be placed at the disposal of the Director, Urban Affairs, Meghalaya for implementation forthwith.

With the approval of the Minister, Urban Affairs Department, The Department will communicate sanction within 1 (one) month. It would be not necessary to obtain the approval of the Finance and Planning Departments for each individual scheme after a bulk sanction for the whole year has been obtained, in view of the fact that the schemes under CHIEF MINISTER'S SPECIAL URBAN DEVELOPMENT FUND are small and need to be taken up and implemented quickly. Files containing such proposals may be flagged as "TOP PRIORITY-CHIEF MINISTER'S SPECIAL URBAN DEVELOPMENT FUND". Technical sanctions shall be accorded by the Urban Affairs Department for all Civil works etc.

VIII. Role of the Departmental Committees in the Administration of the Chief Minister's Special Urban Development Fund –

With a view to ensuring quick sanction, the schemes as identified and selected by Chief Minister under the Fund shall be exempted from the purview of the Departmental Committee as constitute under Planning Department circular no.PLR.35/97/20, Dated 21st May, 1998 and also from the purview of the any State level/District level Committees. For sanction of individual schemes (s) under CMSUDF, the Urban Affairs Department need not obtain the approval of Planning Department and any sanction such scheme(s) on its own , as per the approved Guidelines.

IX. Modalities of the implementation of the Projects –

- (i) The implementation of the schemes under the Chief Minister's Special Urban Development Fund shall be through direct participation of the people and not through contractors. **Contractors are not allowed under the CMSUDF.** The involvement of the people is through the Village Dorbars/Local Committees/ Beneficiary Organizations etc.
- (ii) On receipt of the sanction from the Urban Affairs Department, the Districts Executive Engineers Urban Affairs shall implement the schemes through the Beneficiary Organization and Director Urban Affairs will issues Cheques in their favour. The Districts Executive Engineers should ensure that the funds as made available to the Implementing Agency are properly utilized.
- (iii) In such cases where projects have been sanctioned and funds released, but not implemented in respect of the MLAs who have ceased to be the MLAs prior to the commencement of implementation, such fund should be refunded by the implementing agencies to the Urban Affairs Department and the same will be merged with the NGO category, of a particular year. Funds of MLAs who did not submit proposals in earlier years and are not elected anymore, will also be transferred to the NGO category likewise.
- (iv) All the CMSUDF funds should be kept in Savings Bank Accounts and the interest earned should be reported to the State Government periodically. Interest funds will be returned to the Urban Affairs Department periodically, and will be utilized for the purpose of the CMSUDF schemes.
- (v) The implementing organizations should prominently display the scheme details on site/on equipment.

X. Models of payment –

- (i) All implementing agencies, NGOs, etc. should open a Bank Account, jointly operated by two members and funds should be release to their accounts only.
- (ii) If fund due to be released is above ₹ 50,000/- (Rupees fifty thousand) only the Director Urban Affairs should release the same in 2 (two) installments.
- (iii) If the amount is below ₹ 50,000/- (Rupees fifty thousand) only, the Director Urban Affairs shall release the total amount to the Beneficiary Organization in one installment only. Also, in case of purchase of equipments, vehicles etc., release of the amount may be made in one installment.
- (iv) The fund shall not be allowed to be utilized for land compensation or for payments of salaries and office expenses. The Director Urban Affairs shall obtain written agreement/undertakings for the Beneficiary Organization asserting that there shall be no claim for land compensation and

for payment of salaries in so far as the scheme is concerned and that it will ensure proper maintenance of the scheme when completed.

- (v) A Utilization Certificate in respect of the amount drawn and utilized should be furnished by the Beneficiary Organization to the Executive Engineer Urban Affairs concerned for record. Completion Certificate accompanied by photographic evidence should be submitted within six month of release of money to the Director Urban Affairs, who will in turn, submit to the Nodal Department.
- (vi) If the organization/beneficiaries fail to submit the UC for first installment and do not claim the second installment after a gap of three years, the particular work or project allotted or executed by them should be deemed as closed and the fund be returned back to the Directorate.

XI. Timeline for processing –

The time period indicate in the process chart at different levels is to be strictly adhered to by the officials of the Departments concerned.

NB:- NGO and 'Partner Organization' includes Local Committees, Village Dorbars Village Employment Councils, NGOs SHGs, Societies.

D. P. WAHLANG,

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Process Chart

